



The NUCC has drafted a 1500 Reference Instruction Manual detailing how to complete the form. The purpose of this manual is to help standardize nationally the manner in which the form is being completed. The instruction manual has been updated to Version 1.3 7/06 and is currently available at: [www.nucc.org](http://www.nucc.org).

### **Transitioning to the Revised Form**

The NUCC has made modifications to its recommended timeline for transitioning to the revised 1500 Claim Form. The timeline is now:

**October 1, 2006:** Health plans, clearinghouses, and other information support vendors should be ready to handle and accept the revised (08/05) 1500 Claim Form.

**October 1, 2006 – March 31, 2007:** Providers can use either the current (12/90) version or the revised (08/05) version of the 1500 Claim Form.

**April 1, 2007:** The current (12/90) version of the 1500 Claim Form is discontinued; only the revised (08/05) form is to be used. All rebilling of claims should use the revised (08/05) form from this date forward, even though earlier submissions may have been on the current (12/90) 1500 Claim Form.

The NUCC strongly recommends that providers contact their health plans and/or clearinghouses/ vendors prior to submitting a claim on the revised form to ensure that they are prepared to accept the revised form.

Documents related to the release of the revised version of the form, including a PDF of the form, Reference Instruction Manual, change log, transition timeline, and FAQs, are available at [www.nucc.org](http://www.nucc.org).

For more information on the 1500 Claim Form, visit the NUCC website at [www.nucc.org](http://www.nucc.org) or contact Nancy Spector, NUCC Chair, at [nancy.spector@ama-assn.org](mailto:nancy.spector@ama-assn.org).

### **CMS Instructions for the ‘new’ 1500 [08-05]**

<http://www.cms.hhs.gov/Manuals/IOM/itemdetail.asp?filterType=none&filterByDID=-99&sortByDID=1&sortOrder=ascending&itemID=CMS018912&intNumPerPage=10>

Chapter 26.

The new 1500 and Provider Identifiers:

**Item 24J Form CMS-1500 (08-05)** – Prior to May 23, 2007, enter the rendering provider’s PIN in the shaded portion. In the case of a service provided incident to the service of a physician or non-physician practitioner, when the person who ordered the service is not supervising, enter the PIN of the supervisor in the shaded portion.

Effective May 23, 2007 and later, do not use the shaded portion. Beginning no earlier than *January 1, 2007*, enter the rendering provider’s NPI number in the lower portion. In the case of a service provided incident to the service of a physician or non-physician practitioner, when the person who ordered the service is not supervising, enter the NPI of the supervisor in the lower portion.

### **3. ADA – Dental Claim**

#### **Overview**

The ADA Dental Claim Form provides a common format for reporting dental services to a patient's dental benefit plan. ADA policy promotes use and acceptance of the most current version of the ADA Dental Claim Form by dentists and payers.

The latest version of the dental claim form enables reporting of a National Provider Identifier (NPI), in addition to a current proprietary provider identifier, for both the Billing Dentist/Dental Entity and for the Treating Dentist. This version of the form becomes **valid for use on January 1, 2007**.

Three samples of the ADA Dental Claim Form are available for your review. Comprehensive form completion instructions are contained in the ADA publication titled "CDT-2007/2008."

<http://www.ada.org/prof/resources/topics/claimform.asp>

### **4. X12N**

#### **a. TG2WG2 - 837 Institutional.**

- Nursing Home Issues
  - Admission Date
  - Admission Source
  - Admission Hour
  - Levels of care
  - Other issues?

Are you having difficulties with Nursing home claims? Are their elements missing that would be helpful in adjudication? Are there elements required on the transaction that need are not available?

Please get all issues and concerns to Mary Kay by May 25, 2007. This is PRIOR to the next X12 meeting and will allow me to follow-up with any questions if needed.

[MaryKay.McDaniel@azahcccs.gov](mailto:MaryKay.McDaniel@azahcccs.gov)

[602] 417-4307

**b. 5010s available for purchase**

[www.wpc-edi.com](http://www.wpc-edi.com)

HIPAA Transaction	45 CFR Part 162	X12N Impl. Guides / TR3's		X12
		004010	005010	Standard
Claim - Prof.	K, R	X098 +A1	X222	837
Claim - Inst.	K, R	X096 +A1	X223	837
Claim - Dent.	K, R	X097 +A1	X224	837
Eligibility	L	X092 +A1	X203	270 & 271
Authorization	M	X094 +A1	X217	278
Claim Status	N	X093 +A1	X212	276 & 277
Enrollment	O	X095 +A1	X220	834
Remittance	P	X091 +A1	X221	835
Premium Pmt.	Q	X061 +A1	X218	820

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**5. NPI – National Provider Identifier**

• **CMS NPI Timelines:**

The Centers for Medicare and Medicaid Services announces the following plans for transitioning to the National Provider Identifier (NPI) in the Fee-for Service Medicare Program:

Between May 23, 2005 and January 2, 2006, CMS claims processing systems will accept an existing legacy Medicare number and reject, as unprocessable, any claim that includes only an NPI.

Beginning January 3, 2006, and through October 1, 2006, CMS systems will accept an existing legacy Medicare number **or** an NPI as long as it is accompanied by an existing legacy Medicare number.

Beginning October 2, 2006, and through May 22, 2007, CMS systems will accept an existing legacy Medicare number **and/or** an NPI. This will allow for 6-7 months of provider testing before only an NPI will be accepted by the Medicare Program on May 23, 2007.

Beginning May 23, 2007, our systems will **only** accept an NPI.

For additional information, to complete an NPI application, and to access educational tools, visit <https://nppes.cms.hhs.gov> on the web.

▪ **Enumeration Statistics for Arizona:**

State	Individual	Organization	Total
AZ	28255	7974	36229

FYI, for all states on the NMEH call 3/26/2007 [15 or so] indicated less than 30% NPI enrollment/ notification.

Delaware did cut over to the NPI 3/23/2006.

▪ **Data Dissemination Policy Update:**

Office of Management and Budget (OMB) posted the following information:

AGENCY: HHS-CMS

RIN: 0938-AN71

TITLE: National Plan and Provider Enumeration System (NPPES) Data  
Dissemination (CMS-6060-NC)

STAGE: Notice

ECONOMICALLY SIGNIFICANT: No

RECEIVED DATE: 02/26/2007

LEGAL DEADLINE: None

OMB routinely has up to ninety days to either approve or send-back a Notice. If approved, Federal Register publication typically occurs within about a week of sign-off.

▪ **Other Legislative Updates.**

**Federal Government** activity includes a recent notice in the Federal Register that makes mention of the "Electronic Claims Attachment Standard" and indicates that a final rule for this HIPAA transaction is expected in September of 2008. We'll continue to monitor the timeline of this impending regulation and bring you more details as this proposed deadline approaches.

Other HIPAA items on the federal agenda for 2007 and as stated in the Federal Register, Volume 71, Number 237, 11 December 2006 include:

- Modification to Electronic Transactions and Code Sets - "This proposed rule would provide certain other technical corrections and clarification to the regulations." Expected NPRM on this topic is June 2007.
- Revision to HIPAA Code Sets - Expected NPRM on this topic is March 2007

▪ **SB 628**

“Critical Access to Health Information Technology Act of 2007”

Page 9, Section 3. Replacement of the International Statistical Classification of Diseases.

- Adoption of ICD-10CM & ICD-10-PCS – October 1, 2008
- Implementation of ICD-10 – October 1, 2011
- Adoption of the new transaction standards – April 1, 2009
- Implementation of the new standards – April 1, 2011

- **Plea from a large provider:**

The following is an email from a large provider organization to a national listserv.

**Subject:** How many times do Payers need our NPIs?

It's started! And it will only get worse for us providers. Payers are asked to please be considerate as this process unfolds.

We are getting more and more requests from Payers (Local and National) asking for our NPIs. This is in spite of the fact that we have been sending them out since last September, either proactively in our own format, or in accordance with available payer specifications, just to avoid this inundation of requests.

When we follow up we might hear:

- "We have no record in our file",
- "That was a different person requesting the info ..... who is no longer employed by us, or .... for a different purpose (837 vs 835 end of the operation.)",
- "Now we have a requirement for additional information so we can clean up our database."
- "We have a new format for submission."

Some payers are asking for the third time!.

At a minimum, could the Payers please NOT send out these requests if the information is already in their data base?

Please be sure that the person/office who may have received our NPI's within the last year is located and that the information is entered in your databases, and only ask us to fill in any holes.

Please don't ask for more information than you reasonably expect to be available from NPPES (at some future date). NPPES is designed to be our primary source of NPI info. Right?

Please don't send the same request to more than one of our Departments (Contracting, Billing, Admitting, Administration, IT, etc)

And if you could send some sort of confirmation that you have the info it would increase our comfort level. But I doubt we could stand on it if you asked again because it wasn't in your database.

**From:** HHS HIPAA Administrative Simplification Info [mailto:HIPAA-OUTREACH-L@LIST.NIH.GOV] **On Behalf Of** Suris-Fernandez, Rosali C. (CMS/OESS)  
**Sent:** Friday, March 23, 2007 8:49 AM  
**To:** HIPAA-OUTREACH-L@LIST.NIH.GOV  
**Subject:** NPI - Will You be Ready?

## **NPI – Will You Be Ready?**

### **GET IT.**

The compliance date, May 23, 2007, is only **2 months** away. Covered health care providers have had 22 months to apply for their NPI – further procrastination could disrupt your cash flow. Act **now** if you still don't have your NPI! **It's easy and it's free!**

### **SHARE IT.**

Have your NPI and don't know what to do with it? Share it. Share it with health plans you bill and the colleagues who rely on having your NPI to submit their claims (e.g., those who bill for ordered or referred services). You should also share it with your business associates, such as a billing service, vendor, or clearinghouse. Pay attention to information from health plans with which you do business as to when they will begin accepting the NPI in claims and other standard transactions.

### **USE IT.**

Once your health plans have informed you that they are ready to accept NPIs, begin the testing process. Consider sending only a few claims at first as you test the ability of plans to accept the NPI. Fewer claims will make it easier to keep track of status and payment, as well as troubleshooting any potential problems that may arise during the testing process.

### **Revisions to the NPPES Website**

We are revising some of the language on the NPPES NPI Application Help page that relates to the selection of the Entity Type. Among other changes, our revision will remove a reference to “atypical services.” This reference is being removed because entities who furnish only “atypical services” are not eligible to apply for NPIs.

### **NPI Disclosures by Industry Entities to Industry Entities *[copy attached]***

A new guidance document is available at <http://www.cms.hhs.gov/NationalProviderStand/Downloads/NPIdisclosures.pdf> on the CMS NPI web page. This guidance relates to the disclosure of health care providers' NPIs by health industry entities for the purpose of using NPIs in HIPAA standard transactions.

### **New Frequently Asked Questions (FAQs) Posted**

CMS has posted new NPI FAQs on its website.

Questions include:

I have been told to protect my National provider Identifier (NPI) and I have been told to share my NPI - How am I to protect my NPI if I must share it with others?

[With whom should I share my NPI?](#)

Am I required to share my NPI with health plans, other providers and any other entity that requests it?

Does the National Plan and Provider Enumeration System (NPPES) handle applications for health plan identifiers, as it does for health care provider identifiers?

May a health plan require that an individual health care provider obtain two NPIs if that provider has two separate business roles – for example, as a physician seeing patients at a group practice, and as a durable medical equipment (DME) supplier?

To view these FAQs, please go to the CMS dedicated NPI web page at <http://www.cms.hhs.gov/NationalProvIdentStand/> and click on Educational Resources. Scroll down to the section that says "Related Links Inside CMS" and click on Frequently Asked Questions. To find the latest FAQs, click on the arrows next to "Date Updated".

## ***Important Information for Medicare Providers***

### **Reminder to Use the NPI and Legacy Identifiers on Medicare Claims**

Medicare is accepting the NPI on claims; however, providers should also submit their Medicare legacy identifiers on their claims until further instructions are released.

### **Important Notice: Medicare Extends Date for Accepting Form CMS-1500 (12-90)**

While Medicare began to accept the revised Form CMS-1500 (08-05) on January 1, 2007 and was positioned to completely cutover to the new form on April 1, 2007, it has recently come to our attention that there are incorrectly formatted versions of the revised form being sold by print vendors, specifically the Government Printing Office (GPO). After reviewing the situation, the GPO has determined that the source files they received from the NUCC's authorized forms designer were improperly formatted. The error resulted in the sale of both printed forms and negatives which do not comply with the form specifications. However, not all of the new forms are in error.

Given the circumstances, **CMS has decided to extend the acceptance period of the Form CMS-1500 (12-90) version beyond the original April 1, 2007 deadline while this situation is resolved. Medicare contractors will be directed to continue to accept the Form CMS-1500 (12-90) until notified by CMS to cease. At present, we are targeting June 1, 2007 as that date.** In addition, during the interim contractors will be directed to return, not manually key, any Form CMS-1500 (08-05) forms received which are not printed to specification. By returning the incorrectly formatted claim forms back to providers, we are able to make them aware of the situation so they can begin communications with their form suppliers.

The following will help to properly identify whether their version of the form needs to be updated. The old version of the form contains "Approved OMB-0938-0008 FORM CMS-1500 (12-90)" on the bottom of the form (typically on the lower right corner) signifying the version is the December 1990 version. The revised version contains "Approved OMB-0938-0999 FORM CMS-1500 (08-05)" on the bottom of the form signifying the version is the August 2005 version. Checking the information at the upper right hand corner of the form is the best way to identify if that particular version is correct. On properly formatted claim forms, there will be approximately a ¼" gap between the tip of the red arrow above the vertically stacked word "CARRIER" and the top edge of the paper. If the tip of the red arrow is touching or close to touching the top edge of the paper, then the form is not printed to specifications.

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### **Upcoming WEDI Events**

WEDI will host the 16<sup>th</sup> Annual WEDI National Conference May 14 – 17 in Baltimore, Maryland. Visit the WEDI website for more details on this event, as well as others, at <http://www.wedi.org/npioi/index.shtml> on the web. Please note that there is a charge to participate in WEDI events.

## ***Still Confused?***

Not sure what an NPI is and how you can get it, share it and use it? As always, more information and education on the NPI can be found at the CMS NPI page [www.cms.hhs.gov/NationalProvIdentStand](http://www.cms.hhs.gov/NationalProvIdentStand) on



the CMS website. Providers can apply for an NPI online at <https://nppes.cms.hhs.gov> or can call the NPI enumerator to request a paper application at 1-800-465-3203.

***Getting an NPI is free - not having one can be costly.***